

PROJECT ADMINISTRATION DATA SHEET

☒

ORIGINAL

☐

REVISION NO. _____

Project No. M-50-643DATE: 7/1/81Project Director: Dr. B. K. StoneSchool/Lab ManagementSponsor: National Corporate Cash Management Association; Wilson, ConnecticutType Agreement: Agreement dated 6/8/81Award Period: From 1/1/81 To 12/31/81* (Performance) _____ (Reports) _____Sponsor Amount: \$56,800** 12/31/82 SEPT 83 Contracted through: _____Cost Sharing: N/A GTRI/GIT _____Title: Academic Sponsor of National Corporate Cash Management Assn.

ADMINISTRATIVE DATA

OCA CONTACT Leamon R. Scott1) Sponsor Technical Contact: Mr. Raymond P. Ruzek, Director of Finance; Nat'l Corporate Cash Management Assn; Emery Air Freight Corp., Old Danbury Road; Wilson, Conn. 068972) Sponsor Admin./Contractual Contact: sameReports: See Deliverable Schedule Security Classification: N/ADefense Priority Rating: N/A

RESTRICTIONS

See Attached N/A Supplemental Information Sheet for Additional RequirementsTravel: Foreign travel must have prior approval - Contact OCA in each case. Domestic travel requires sponsor approval where total will exceed greater of \$500 or 125% of approved proposal budget category.Equipment: Title vests with none proposedCOMMENTS: * Agreement to be automatically renewed Jan. 1 of each year.** NCCMA to quarterly reimburse GTRI separately from this agreement for all direct expenses incurred in publishing such as copying, phot lab charges, mail, telephone, etc. Financial statements due quarterly from project director.

COPIES TO:

Administrative Coordinator
Research Property Management
Accounting OfficeResearch Security Services
Reports Coordinator (OCA)
Legal Services (OCA)EES Research Public Relations
Project File (OCA)
Other: _____

SPONSORED PROJECT TERMINATION/CLOSEOUT SHEET

Date 2/26/85

Project No. M-50-643

School/~~Lab~~ XXX Management

Includes Subproject No.(s) N/A

Project Director(s) Dr. B. K. Stone

GTRC / ~~XXX~~

Sponsor National Corporate Cash Management Association, Wilson Conn.

Title Academic Sponsor of National Corporate Cash Management Assn.

Effective Completion Date: 12/31/83 (Performance) 12/31/83 (Reports)

Grant/Contract Closeout Actions Remaining:

☒ None

☐ Final Invoice or Final Fiscal Report

☐ Closing Documents

☐ Final Report of Inventions

☐ Govt. Property Inventory & Related Certificate

☐ Classified Material Certificate

☐ Other _____

NOTE: No final report required other than financial. All final financial reports have been submitted to Sponsor by Grants and Contracts Accounting.

Continues Project No. _____

Continued by Project No. _____

COPIES TO:

Project Director
Research Administrative Network
Research Property Management
Accounting
Procurement/EES Supply Services
Research Security Services
Reports Coordinator (OCA)
Legal Services

Library
GTR
Research Communications (2)
Project File
Other M. Heyser

A. Jones

Georgia Institute of Technology

Atlanta, Georgia 30332

College of Management

July 2, 1982



TO: J. W. Dees, Director
Office of Contract Administration

FROM: Robert D. Hollerorth

SUBJECT: Overdue Reports for Project M-50-643

The reports listed in your memo of June 14, 1982 are not "overdue." They were replaced by a summary annual report that was accepted by the sponsor, National Corporate Cash Management Association (NCCMA), on January 9, 1982. A copy of this report is attached for your records. The payments for which the NCCMA was contractually committed to make dependent upon this report have all been made.

The contract allows for billing the sponsor for additional expenses such as copying, telephone and supplies expense. Due to a lack of data from the College of Management, these items have not yet been billed to the sponsor. Therefore, Georgia Tech is reserving the right to negotiate an appropriate recovery of these costs. An initial estimate of these costs is going to be made based on this year's costs and then adjusted for the differences that are known to exist between the two years.

The major deliverable that Georgia Tech is making to the NCCMA is the Journal of Cash Management. Four issues of the Journal have now been published and it has been praised by both practitioners and academics for its quality. Copies of the Journal are included as a supplement to the annual report that is enclosed.

Should you need any additional information, please let me know.

RDH/lsh

Enclosures

cc: Dr. T. E. Stelson, Vice President for Research
Dr. C. E. Gearing, Dean, College of Management
Dr. M. R. Blood, Associate Dean, College of Management
Dr. A. J. Cooper, III, Assistant Dean, College of Management
Dr. B. K. Stone, Project Director

NATIONAL CORPORATE CASH MANAGEMENT ASSOCIATION

FINANCIAL STATEMENT

December 31, 1981

ASSETS

Cash-Checking Account		\$ 1,555.68
Investment-Dreyfus Money Market Instruments, Inc.	\$96,105.00	
--- Accrued Dividends Reinvested	<u>7,349.30</u>	103,454.30
Prepaid Insurance (2/11/81 - 2/11/84) amortized @ \$76.39/mo.)		1,956.31
<u>Accounts Receivable</u>		
Membership Dues		
3 @ \$50	\$ 150.00	
Journal Subscriptions 7 @ \$25	<u>175.00</u>	
Total Accounts Receivable		<u>\$ 325.00</u>
Total Assets		<u><u>\$107,291.29</u></u>

LIABILITIES

<u>Accounts Payable</u>		
Officer & Director Meetings		
Conference Calls - J. Henry	\$300.00	
Overpay of Membership	25.00	
Overpay of Subscription	<u>3.00</u>	
Total Accounts Payable		\$ 328.00

NET WORTH

Beginning Balance, 1-1-81	\$56,720.56	
Addition 1981	<u>50,242.73</u>	
Ending Balance, 12-31-81		<u>\$106,963.29</u>
Total Liabilities & Net Worth		<u><u>\$107,291.29</u></u>

L.J. Moxa
Treasurer

NATIONAL CORPORATE CASH MANAGEMENT ASSOCIATION

INCOME STATEMENT

December, 1981

COME

Membership Dues	15 @ \$50	\$750.00	
Installment		<u>175.00</u>	\$ 925.00
Subscriptions	3 @ \$25	\$75.00	
	1 @ \$50	50.00	
	1 @ \$75	<u>75.00</u>	200.00
Advertising			3,000.03
Accrued Dividends			1,147.71
Reversal of A/R - Hyatt for 1980 Conference		-	<u>50.00</u>
		TOTAL INCOME	\$5,222.74

EXPENSES

Editorial Services -		
Deanna Strickland - December		\$1,295.00
1981 Conference Expense - Meeting Managers		12,524.48
Officer & Director Liability Insurance		
Frank B. Hall		
(Amortized over 36 mos. at \$76.39/mo.)		76.39
Logo Design - Lou Sardella		401.05
Newsletter Expense		<u>316.45</u>
	TOTAL EXPENSE	\$14,613.37

NET INCOME (LOSS)

\$ (9,390.63)

L.J. Laxa
Treasurer

NCCHA GENERAL BUDGET COMPARISON 1981

SUMMARY

BUDGET CATEGORY	UNIT RATE	ORIG. BUDGET		12 MONTHS ACTUAL
		UNITS	DOLLARS	
REVENUE				
MEMBERSHIP				
CORPORATE				
3-YR & PRIOR	\$ 45.00	475	21375	
AFTER 3/15	\$ 50.00	75	3750	
ASSOCIATE	\$ 50.00	75	3750	
		625	28875	41800.00
TOTAL MEMBERSHIP				
TRANSFER TO				
JOURNAL OPERATIONS	\$ 25.00	625	-15625	-21750.00
DIVIDENDS REINVESTED			0	7349.30
CONFERENCE REVENUE				
NET (SCHEDULE A)			65070	59785.34
TOTAL REVENUE			70320	87184.64
EXPENSES				
NCCHA DIRECT				
MEMBERSHIP CERTIFICATE\$	0.55	600	330	61.48
OFFICER TRAVEL TO FORM				
NEW ASSOCIATIONS	\$ 333.00	6	1998	973.72
AMERICAN ASSOC. OF				
ASSOCIATION EXECUTIVES				
DUES	\$ 400.00	1	400	
INSURANCE	\$ 1000.00	1	1000	793.69
UTDA	\$ 500.00	1	500	818.00
MISCELLANEOUS	\$ 400.00	1	400	1214.63
TOTAL NCCHA DIRECT			4620	3061.52
NEWSLETTER EXPENSE				
(SCHEDULE B-1)			17200	
OTHER ACADEMIC SPONSOR				
EXPENSE (SCHEDULE B-2)			6000	
JOURNAL OF CASH MANAGEMENT				
(SCHEDULE C)			50225	33080.39
TOTAL EXPENSES			73053	36941.91
NET REVENUE			5267	50242.73
				1/06/82

1901

SCHEDULE "A"

ORIG. BUDGET

BUDGET CATEGORY	UNIT RATE	UNITS	BUDGET (12 MONTHS)	ACTUAL
REVENUE				
REGISTRATIONS				
MEMBERS	\$ 295.00	300	88500	
NON-MEMBERS	\$ 395.00	75	29625	174920.00
SPEAKERS	\$ 0.00	20	0	
PRIZES	\$ 0.00	5	0	
EXHIBITORS	\$ 500.00	15	7500	13300.00
TOTAL REGISTRATIONS		415	125625	188220.00
FORFEITURES	\$ 100.00	5	500	
TOTAL REVENUE			126125	188220.00
EXPENSES				
PROCEDURES				
PRINTING	\$ 0.75	4000	3000	13036.98
MAILING	\$ 0.20	4000	800	1064.75
TOTAL PROCEDURES			3800	(1) 14101.73
HIGH TAGS	\$ 0.40	500	200	2015.74
KNOWLEDGE	\$ 0.75	500	375	142.61
PROLOGUES	\$ 1.20	500	600	3208.76
NOTE BOOKS	\$ 4.50	500	2250	
MEALS				
DAY 1	\$ 30.00	500	15000	
DAY 2	\$ 20.00	400	8000	
DAY 3	\$ 20.00	400	8000	
TOTAL MEALS			31000	(2) 85623.64
BUS TOUR				
PARTICIPANTS	\$ 16.00	175	2800	
MEALS	\$ 8.00	175	1400	
TOTAL BUS TOUR			4200	6760.00
LEY NOTE SPEAKER				
HONORARIUM	\$ 2000.00	1	2000	
TRAVEL EXPENSE	\$ 1000.00	1	1000	
TOTAL LEY NOTE SPEAKER			3000	
OTHER SPEAKERS GIFTS	\$ 25.00	20	500	990.18
CONFIRMATION MAILING	\$ 0.20	400	80	
CONFERENCE MANAGER FEE	\$ 15000.00	1	15000	15512.00
TOTAL EXPENSE			61075	120434.66
NET REVENUE			65070	59785.34

(1) INCLUDES ALL PRINTING

(2) INCLUDES ALL HOTEL CHARGES, EXPOSITION SERVICE AND RENTAL, SECURITY, TELEPHONE, INSPECTION AND TOUR CONDUCTORS.

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m-50-643

DELMAR ACADEMIC SPONSOR BUDGET
COMPARISON, 1981 (2)

NEWSLETTER EXPENSE

SCHEDULE "B-1"

BUDGET CATEGORY	UNIT RATE	ORIG. BUDGET		12 MONTHS ACTUAL
		UNITS	DOLLARS	
SALARY	\$ 8000.00	1	8000	
SUPPLIES, XEROX, PHONE	\$ 2000.00	1	2000	
PRINTING	\$ 0.50	2000	1000	
MAILING	\$ 0.20	2000	400	
MISCELLANEOUS	\$ 800.00	1	800	
TOTAL NEWSLETTER EXPENSE			12200	

OTHER SPONSORSHIP EXPENSE (1)

SCHEDULE "B-2"

BUDGET CATEGORY	UNIT RATE	ORIG. BUDGET		
		UNITS	DOLLARS	
SALARY	\$ 4400.00	1	4400	
SUPPLIES, XEROX, PHONE	\$ 800.00	1	800	
MAILING	\$ 0.00	0	0	
MISCELLANEOUS	\$ 800.00	1	800	
TOTAL OTHER SPONSORSHIP EXPENSE (1)			6000	

(1) EXPENSES INCLUDED WITH
NEWSLETTER EXPENSE

(2) ACTUAL INCLUDED WITH JOURNAL EXPENSE

1/06/82

M-50-443

NUCHA JOURNAL OF CASH MANAGEMENT BUDGET (1)
1981

SCHEDULE "C"

BUDGET CATEGORY	UNIT RATE	ORIG. BUDGET		12 MONTHS ACTUAL
		UNITS	DOLLARS	
REVENUE				
SUBSCRIPTIONS				
MEMBERS	\$ 25.00	625	15625	21750.00
INSTITUTIONS (LIBRARY)	\$ 50.00	400	20000	
REGULAR	\$ 25.00	400	10000	
DISCOUNT	\$ 15.00	200	3000	
VOLUME (STUDENTS)	\$ 5.00	400	2000	1175.00
TOTAL SUBSCRIPTIONS		2105	51025	27925.00
ADVERTISING, CONTRIBUTIONS	20000.00	1	20000	3000.03
REFRINTS, MISCELLANEOUS	\$ 10.00	210	2100	
TOTAL REVENUE			73125	28925.03
EXPENSES				
SALARY	\$ 58000.00	1	58000	56571.50
SUPPLIES, XEROX, PHONE	\$ 10000.00	1	10000	
PRINTING	\$ 1.50	20900	31350	2433.92
MAILING (JOURNAL)	\$ 0.20	20000	4000	
MAILING LISTS (PURCHASED)	\$ 100.00	40	4000	
SUBSCRIPTION SOLICITATION	\$ 100.00	60	6000	
HONORARIUM, ROYALTY,				
REVIEW FEES	\$ 100.00	25	2500	
TRAVEL	\$ 100.00	30	3000	
MISCELLANEOUS	\$ 4500.00	1	4500	
TOTAL EXPENSES			123350	59005.42
NET REVENUE			-50225	-33080.39

(1) INCLUDES NEWSLETTER & OTHER SPONSORSHIP EXPENSE 1/06/82

Georgia Institute of Technology

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

ATLANTA, GEORGIA 30332

COLLEGE OF
MANAGEMENT

April 20, 1983

TO: Dr. Andrew J. Cooper

FROM: Robert D. Hollerorth

SUBJECT: Overdue Reports for Project M-50-643

In reference to your memo of April 18, 1983, I am attaching the year-end financial statements for the National Corporate Cash Management Association. These financial statements cover the period in question and were provided directly to the Association in January.

While the contract calls these statements the only deliverable, the true deliverable is the Journal of Cash Management. Copies of the publication to cover the time period in question are also attached so that they may be filed along with the financial statements.

It should be noted that we will no longer be able to provide the financial statements after this set. The responsibility of creating these has been moved to the office of the Executive Director of the NCCMA and thus we no longer have the information necessary to do these reports. If the Institute requires them, they can be obtained from Mr. Raymond P. Ruzek, Executive Director, NCCMA, Post Office Box 7001, Newtown, Connecticut 06470.

If I can be of further assistance, please let me know.

RDH/lsh
Attachments

COPY

National Corporate Cash Management Association
Income Statement
January 1, 1982 to December 31, 1982

Revenue

Journal/Newsletter			
Subscriptions	9,746.63		
Advertising	60,117.55		
Miscellaneous	3,132.26	72,996.44	
Membership			
Dues		69,123.01	
Conference			
Registrations	348,720.00		
Booths	55,801.00		
Services	769.15	405,290.15	
Education		2,250.00	
Board of Directors		18,328.66	567,988.26

Expenses

Journal/Newsletter			
Printing	139,002.00		
Salaries	113,390.34		
Miscellaneous	78,145.25	330,537.59	
Memberships			
Printing	3,425.40		
Miscellaneous	2,397.13	5,822.53	
Education			
Printing	2,735.00		
Salaries	5,373.34		
Miscellaneous	724.83	8,833.17	
Board of Directors		7,464.72	
Conference			
Printing	11,226.65		
Salaries	15,867.20		
Miscellaneous	13,979.82		
Refunds	13,975.00		
Non-Determined	78,784.78	133,833.45	
Certification		354.59	
Federal Reserve Liason		25.26	486,871.31
Net Income			81,116.95

National Corporate Cash Management Association
Balance Sheet
December 31, 1982

Assets

Cash		
Bank Account	26,394.73	
Money Market	306,778.96	333,173.69
Accounts Receivable		
Subscriptions and		
Memberships	3,745.00	
Advertising	24,125.00	
Education	1,125.00	
Conference (1982)	48,320.15	
Conference (1981)	1,200.00	78,515.15
Equipment		
Net Value		10,253.00
	Total Assets	421,941.84

Liabilities

Accounts Payable		75,326.37
Conference		78,784.78
Georgia Tech		
Contract - 4th Quarter	23,750.00	
Supplies/Mail/Computer		
(all 1982)	35,812.59	
Supplies/Mail (1981)	20,000.00	79,562.59
	Total Liabilities	233,673.74

Equity

188,268.10